

United States District Court
Northern District of Texas
Office of the Clerk

Registering for Electronic Case Files Access
May 25, 2004

Attorneys wishing to register for Electronic Case Filing (ECF) privileges should follow the steps listed below.

1. Print and review Miscellaneous Order Number 61.
2. Print and review the Administrative Procedure Manual.
3. Complete the online Attorney Tutorial for ECF training.
4. Print and review the User Guide.
5. Complete the Registration Form and forward it to the Clerk's Office.

The Registration Form will be processed upon receipt in the Clerk's Office. The attorney will be contacted by either electronic or paper mail with a login and password.

Please call 1-866-243-2866 with any questions.